

RECORDKEEPING

- ☐ Are all recordable injury or illnesses being recorded as required on the OSHA 300 log?

Action to be Taken

Assigned To:

- ☐ Are employees medical records and records of employee exposure to hazardous substances or harmful physical agents up-to-date and in compliance with current HIOSH standards?

Action to be Taken

Assigned To:

- ☐ Are employee-training records kept and accessible for review by employees, when required by HIOSH standards?

Action to be Taken

Assigned To:

- ☐ Have arrangements been made to maintain required records for the legal period of time for each specific type record? (Some records must be maintained for at least 40 years.)

Action to be Taken

Assigned To:

- ☐ Are operating permits and records up-to-date for such items as elevators, air pressure tanks, and liquefied petroleum gas tanks, etc.?

Action to be Taken

Assigned To:
